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ROUTING AND RECORD SHEET

SUBJECT: (Optional) Items for the DDA Weekly Log
07 July - 13 July 1988

FROM:
PTS Policy and Plans

EXTENSION

NO.

DATE 13 July 1988

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. C/PPS

peer

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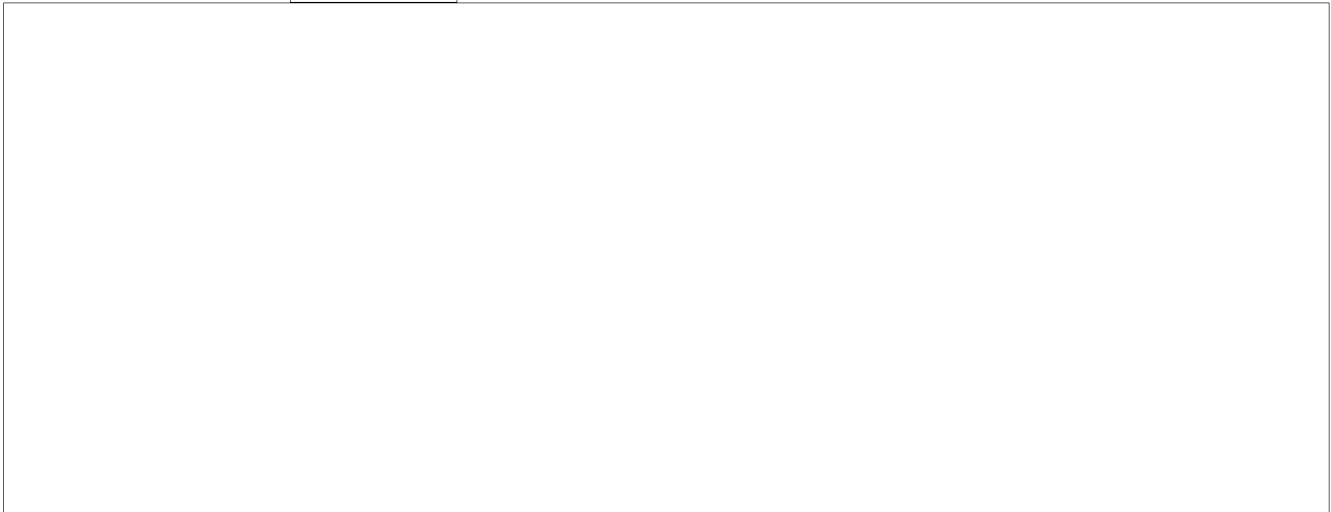
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6. Badging of the 1988 summer employees has drawn to a close this past week with two individuals badged. Total number of summer employees for 1988 is

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7. In a recent recruiting presentation at Toledo, Ohio, from 6 through 8 July 1988, OS identified 36 viable Security Protective Officer candidates from a pool of 62 interested individuals.

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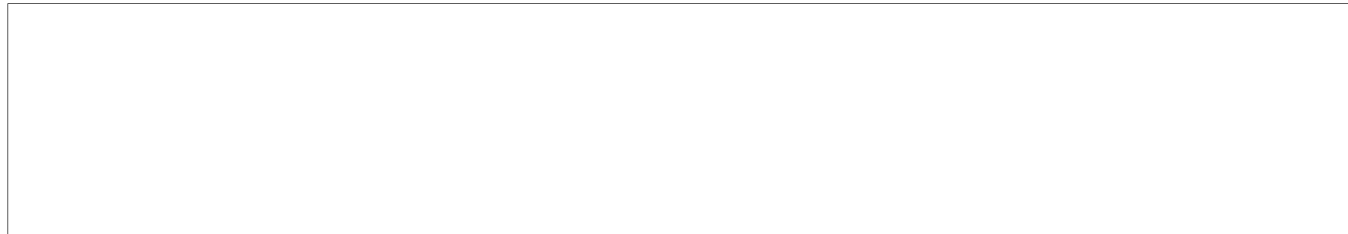
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11. On 7 July, an OS representative provided security support during the testimony of Latin America Division, before the House Appropriations Division Subcommittee. (C)

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12. On 12 July, an OS representative provided security support for the DDCI during testimony before the House Armed Services Committee.

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13 July 1988

MEMORANDUM FOR: Chief, Physical and Area Security Group

FROM: [REDACTED]

Chief, Headquarters Security Division

SUBJECT: Headquarters Security Division Weekly Report
(6 - 12 July 1988)

During this reporting period the following significant events are reported for your information and edification:

I. Significant Accomplishments/Activities:

- 25X1 ° SPOs serving overseas in TDY status supporting special projects remains at [REDACTED]
 - 25X1 ° A review of the CENBAD/PASS link and its services to the Badge Office has resulted in at least one change. C/Badge Office and CSC contractors worked together to enable the number of signature cards to be decreased by half for each badge holder, thus saving money and filing space. [REDACTED]
 - 25X1 ° The Badge Office badged approximately 80 staff and contractor employees on Thursday, 7 July 1988. [REDACTED]
 - 25X1 ✓ ° Badging of the 1988 summer employees has drawn to a close this past week with two individuals badged. Total number of summer employees for 1988 [REDACTED]
 - 25X1 ° The Office of Security Badge System brochure has been printed and the copies have been received in the Badge Office. C/Badge Office is on the agenda for the PASG/Area Security Officer's meeting on Monday, 18 July 1988, to exhibit copies of this brochure and copies of the two presentation boards illustrating the office's badge and identification cards. [REDACTED]
- 25X1 [REDACTED]

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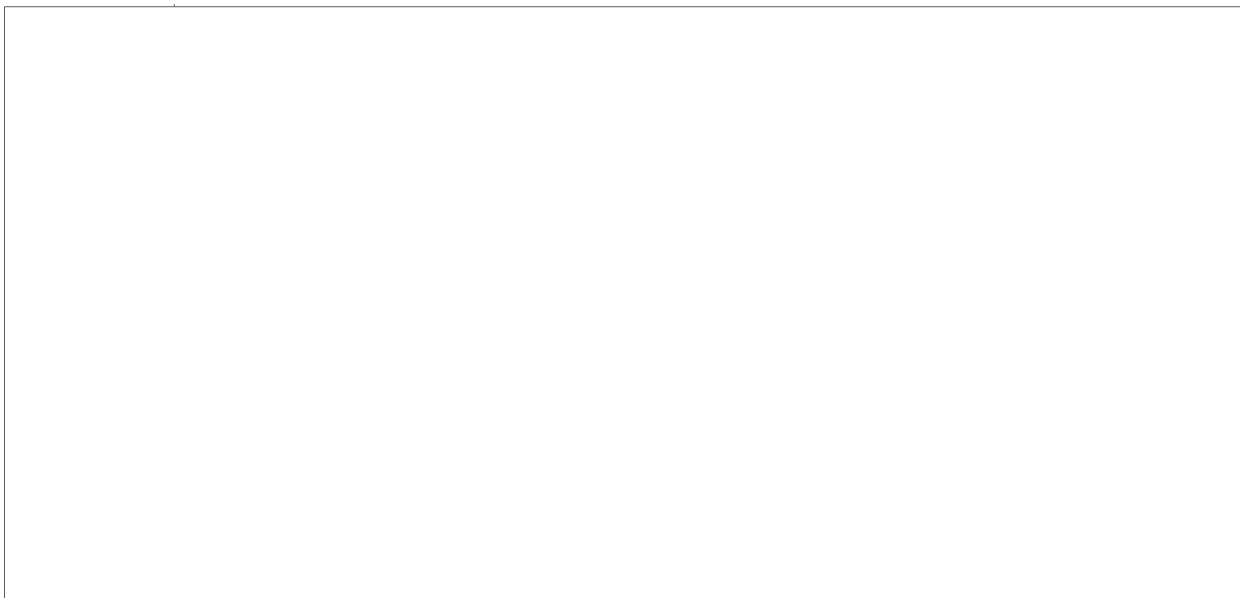
- 25X1
- ° On 6-8 July, seven (7) SPS Supervisors attended SPS Supervisors Class SR-04 []
 - ✓
° SPS SGT In a recent recruiting presentation in Toledo, Ohio, from in Toledo through 8 July, 1988, the Office of Security O/S identified 36 viable Security Protection Officers viable candidates from a pool of 62 interested individuals.
 - 25X1
° The PASS program manager met with the DC/HSD to discuss five (5) upcoming RFC's requested for the PASS system. All five RFC's were approved and have been forwarded to MARTEC for their proposal. []
 - 25X1
° C/HSD and C/OSDO met with [] and several members of his staff to discuss some difficulties they were having with Access Control and Main Reception. They were briefed on the proper procedures for requesting access and a badge for a visitor and advised that C/OSDO was the focal point for access control. They were further advised on HSD's efforts to educate the Agency population and to improve the PASS system. []
 - 25X1
° HSD personnel provided support and guidance for an honor and merit award ceremony on 8 July. Twelve persons were in attendance. []
 - 25X1
° Receptionist Section provided support and guidance to 50 visitors to participate in the Counterintelligence Issues Program in 1E74 Headquarters on 6-7 July. []

II. Critical Issues:

- 25X1
- ° OIT is working to complete the final installation of the secure communication link to the PASS Operations Center from the badge machines. Until that is completed in approximately two weeks, access will not be recorded electronically in PASS and will be by visual badge check only. []
 - 25X1
° The Burns contract for guards terminated on 30 September 1987. Presently, HSD is on an extension at a cost of approximately \$45K per quarter. An RFP SOW has been written. Approval has been given by PTS/OS/Contracts to content with minor amendments. The final product was forwarded to PTS/Contracts staff on 6 June for transmittal to selected contractors. As of 8 July, Contracts Staff advised that contract clauses are being worked up with a target date for release in one/two weeks. []

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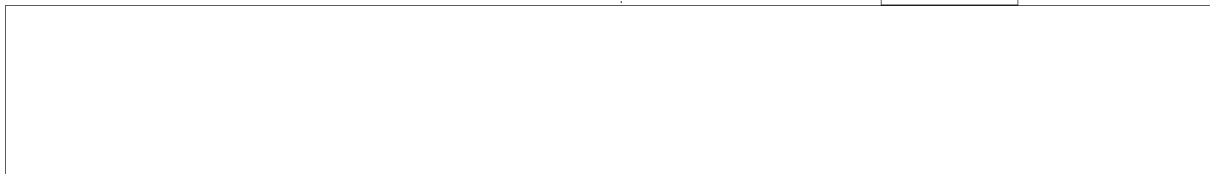
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III. Planned Activities:

- A review is being made of eight miscellaneous "Service" badges issued to the metropolitan area building managers during the 1970s. CD/6 has been contacted and is reviewing the individual's clearance status to determine whether another badge is more appropriate. [redacted]

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- An SPS Recruiting trip is planned for Louisville, Ky on 20-22 July. [redacted]
- SPS is planning for the establishment of authority and jurisdiction at the various Agency facilities. [redacted]
- [redacted] HSD/SUPP/ADP, began writing requirements for a PC-based automated payroll system for the new escort program. This system will replace the manual system currently used to pay the special escorts. [redacted]
- Development of a badge for escorts working on special assignments such as retirement parties or "backfill" where zone coverage is conducted in the hallways. This badge would make it easier to identify escorts to the Agency populace. [redacted]

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S E C R E T

25X1 ° One CSMB officer reviewed the drawings for perimeter security upgrades on the Headquarters compound. []

25X1 ° Three CSMB officers have been conducting surveys and attending meetings the entire week in an attempt to fulfill all requirements for the move of OTS, OIT and OSWR into the NHB. The preparation of survey reports makes the entire process manpower-intensive. []

25X1 ° A CSMB rep attended the Technical Threat Working Group meeting on 6 July. []

25X1 ° A CSMB rep attended the ILSP Working Group meeting concerning NHB. []

° Old Headquarters Building "Backfill" Project:

a. Attendance at Backfill Working Group meeting.

b. Meetings with HCS/FMD re modification in several areas and the risers penetrating these areas.

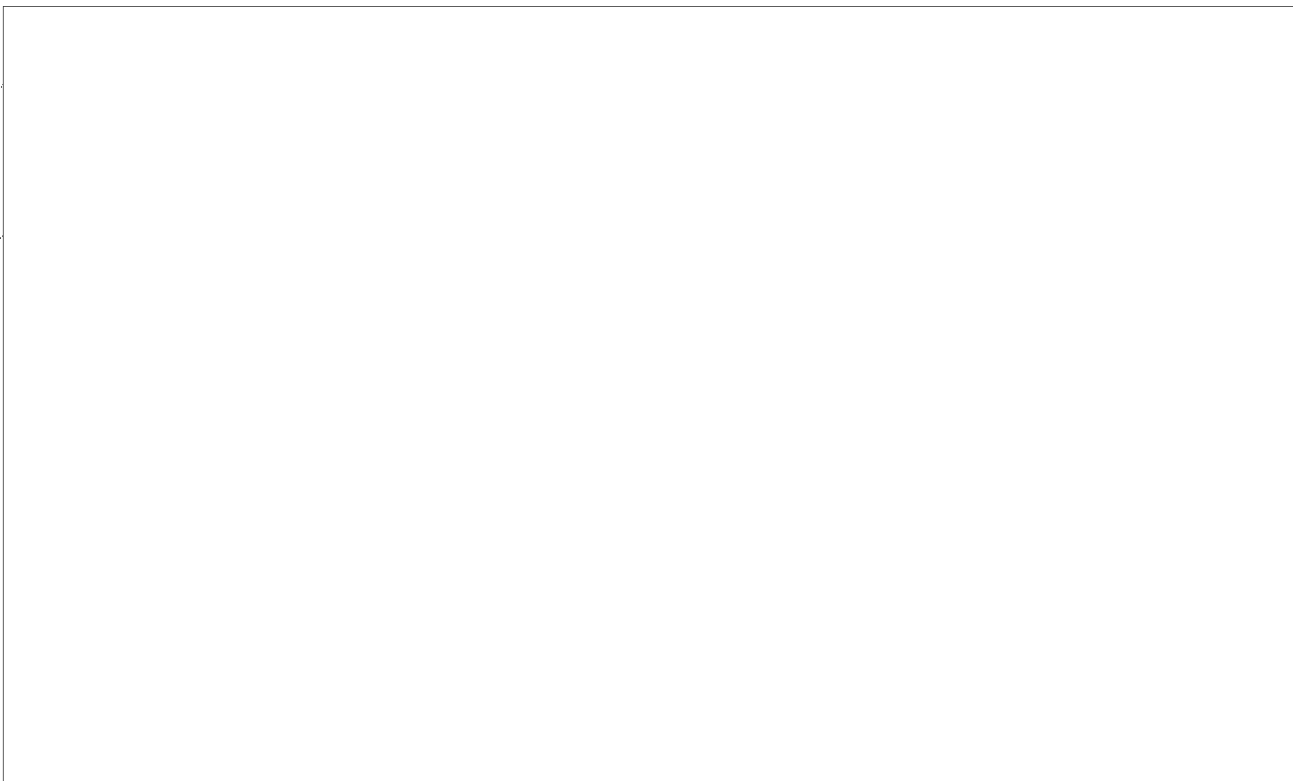
25X1 c. CSMB officer is coordinating an OS review of
25X1 flooring and window replacement sub-projects. []

25X1 ° CSMB continues to interview the candidates for the
25X1 technical monitor program in an effort to develop a skill bank and make assessments of these individuals. []

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S E C R E T

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✓ ° On 7 July, a DSB officer provided security support during the testimony of [redacted] DDO/LA Division, before the House Appropriations Division Subcommittee. [redacted]

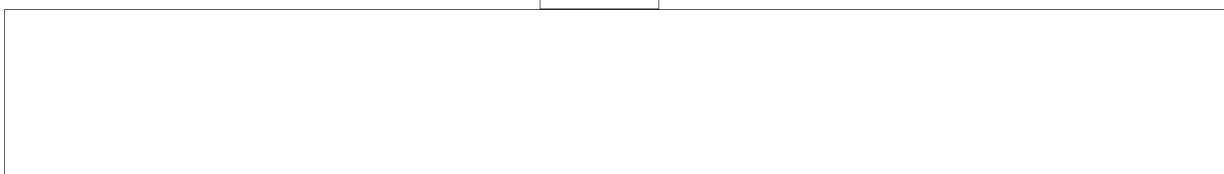
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° On 8 July, [redacted] visited DSB and reviewed the Branch files to extract appropriate information he will consider using in a database he is developing for CIC. [redacted]

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✓ ° On 12 July, a DSB officer provided security support for Robert Gates, DD/CIA, during testimony before the House Armed Services Committee. [redacted]



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° On 12 July, the AC/DSB will attend a meeting of the Concepts Working Group to discuss the agenda of an upcoming off-site conference to be held by the group. [redacted]

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° Planned Activities



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12 July 1988

MEMORANDUM FOR: Chief of Operations
Physical and Area Security Group

25X1 FROM: [REDACTED]
Security Equipment Support Division

SUBJECT: SESD Weekly Report

SIGNIFICANT ITEMS

- 25X1 [REDACTED]
- ° Still experiencing hardware problems with the computer system, but the drive should be fixed this week. In the meantime, logon is being implemented; and, as space is opened and user training is completed, SESD personnel will be logged on to the system.

25X1 [REDACTED]

PLANNED ACTIVITY

- ° Hydraulic sliding crash gates (Headquarters gates 2 and 4) are being painted silver to blend in with the chain link fence.

- 25X1 [REDACTED]
- ° HSB officers are devoting large amounts of time in coordinating ILSP requirements in the NHB. This close contact has resulted in insuring that HSB is ahead of the constantly changing ILSP schedule.

CRITICAL ACTIVITY

- ° Both inbound lanes at VCC (Gate 1) will be shut down for three to four days beginning tentatively July 18 to enable OS contractor

25X1 [REDACTED]

C O N F I D E N T I A L

SUBJECT: SESD Weekly Report

to replace/repair vehicle barriers hit by snowplows. C/HSB is coordinating with HSD and FMD. Traffic will be rerouted and will cause a disruption to traffic in the VCC area.

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- ° Electrical requirements for [redacted] Building have been delayed due to existing limits of breaker boxes to add additional electrical outlets for present and future expansions of SESD at Commonwealth. A memo addressing the problem was sent to PTS/LOGS.
- ° Vehicles from the Motor Pool have been recalled that is causing a shortage of vehicles for SESD. The new minivan is not due until September.

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Distribution:

Original - Addressee

1 - SESD Subject File

C O N F I D E N T I A L

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